

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

25X1 Monthly Report for August 1983

25X1 FROM:

Chief, Human Resources Management  
Division, OC

EXTENSION

NO.

OCHRM M83- 500

DATE

12 SEP 1983

TO: (Officer designation, room number, and  
building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALSCOMMENTS (Number each comment to show from whom  
to whom. Draw a line across column after each comment.)

1.

D/CO

13 SEP 1983

14 SEP 1983

2.

DD/CO

14 SEP 1983

14 SEP 1983

3.

OC-EXA

14 SEP 1983

14 Sep 83

4.

OC-MLS

15 SEP 1983

15 SEP 1983

5.

OC/OL-IMC

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

CONFIDENTIAL

OCHRM M-83- 500

18 SEP 1983

MEMORANDUM FOR: Director of Communications

25X1 FROM:

[REDACTED]  
Chief, Human Resources Management Division, OC

25X1 SUBJECT: Monthly Report for August 1983 [REDACTED]

25X1 1. The increased emphasis on recruitment during the past several months has resulted in OC being one overstrength as of 31 August. Projections for September indicate that OC may be over ceiling between 17-25 by the end of fiscal year 1983. Panel N was 1 over ceiling and Panel D was 32 under ceiling as of 31 August. [REDACTED]

25X1 2. The Office of Personnel's Position Management and Compensation Division (PMCD) will visit twelve sites during its overseas survey scheduled between October 1983 and January 1984. In addition to reviewing TCO and TCS positions, PMCD has agreed to interview the incumbents of selected Electronic Specialist and Electronic Technician positions as time is available. [REDACTED]

3. HRMD representatives have been working with OP staffs to develop a recruitment campaign for the remainder of 1983. A heavy emphasis will be placed on advertising in the military media. In addition, certain key locations which in the past have resulted in a good response will be targeted for repeat advertisements. The following recruitment efforts were conducted in August:

A. In San Diego, California, an HRMD representative addressed a group of 51 pre-screened candidates. After testing and interviews, 42 individuals were given PHS packages.

B. An HRMD staff member accompanied a WARO officer to a technical institute in Charlestown, W. Va. Several candidates were interested in ET and TCS positions.

25X1 C. An HRMD representative accompanied [REDACTED]  
25X1 [REDACTED] to a regional HAMFEST in Hershey, Pennsylvania. Over  
25X1 70 resumes were distributed to qualified, interested applicants. Another HRMD staff member traveled with [REDACTED]  
to Scranton, Pennsylvania. Of the 27 candidates interviewed, 17 applications were distributed.

25X1 CONFIDENTIAL

WARNING NOTICE  
INTELLIGENCE SOURCES  
OR METHODS INVOLVED

CONFIDENTIAL

25X1 SUBJECT: Monthly Report for August 1983 [REDACTED]

25X1 D. In Hagerstown and Salisbury, Maryland, an HRMD represen-  
25X1 tative briefed a group of 41 potential applicants. Following  
25X1 testing, 19 candidates were given applications. [REDACTED]

[REDACTED]

25X1 5. The TCA Class 4-83 began training 22 August. OC-HRMD/CTB  
25X1 averaged 148 students this month. [REDACTED]

25X1 6. TDY support for SC-3 satellite training was provided to  
25X1 [REDACTED]

25X1 7. A \$2000 Special Achievement Award was presented to  
25X1 [REDACTED] OC-FND, for his service in support of several  
25X1 priority activities for the [REDACTED]  
25X1 [REDACTED] was the recipient of a \$750 Exceptional  
25X1 Accomplishment Award for his assistance in opening a communications  
25X1 facility [REDACTED]  
25X1 [REDACTED]

[REDACTED]

Distribution:

Original - D/CO, DD/CO, OC-EXA, OC-MLS, OC/OL-IMC  
1 - OC-FND  
1 - OC-DND  
1 - OC-ED  
1 - OC-CSD